

**THE RECORD OF THE PROCEEDINGS OF THE GOVERNING BODY  
CITY OF CHETOPA, KANSAS**

December 6, 2022

The Chetopa City Council met in regular session on Tuesday, December 6, 2022 at 7:00 p.m., at City Hall.

PRESIDING: Mayor Tammy Bushong.

PRESENT: Council Members/Bob Boyd, Linda Seaman, Justin Nading, Geraldine Castle and Ernie Wulf. Juanita Kepner was not present.

ALSO PRESENT: Clerk/Toni A. Crumrine, Interim City Supervisor/Police Chief Scott Feagan (at 7:45 p.m.), Attorney Shane Adamson (at 7:45 p.m.), Water Plant Supervisor Mike Tyler, Robert Grant and Bill Moses.

Mayor Bushong called the meeting to order and led the council and visitors in the Pledge of Allegiance and opened the meeting with prayer.

It was requested to delete discussion on the personnel policy manual update and add an executive session to discuss non-elected personnel.

Motion by Boyd, second by Wulf to approve the Agenda with the addition and deletion. Motion carried.

Boyd questioned date year on the budget hearing on page 2 of the minutes and clerk reported it should have been December 6, 2022 not 2023.

Motion by Castle, second by Wulf to approve the Minutes of the last regular meeting with the date correction for the budget hearing. Motion carried.

Motion by Seaman, second by Castle to approve the Treasurer's Reports. Motion carried.

Mayor Bushong noted the large balance on the Verizon billing and it was due to phone purchases and a new employee that was charged the prorated and last billing for their plan. Boyd stated that Myles name is still misspelled on the payroll warrant register.

Motion by Seaman, second by Castle to approve the Warrant Register. Motion carried.

**APPROPRIATION ORDINANCE # 3671** as follows:

|                    |                 |
|--------------------|-----------------|
| Payroll Funds      | \$31582.72      |
| Other Funds        | <u>66042.80</u> |
| Total of all funds | \$97625.52      |

**2022 BUDGET AMENDMENT HEARING**

Mayor Bushong opened the budget amendment hearing. The General and Employee Benefits Fund budgets were determined to need to be increased to meet expected expenditures for the rest of the year. Boyd questioned the raise on the tax statements and stated that the city was the main reasons for the increase. Clerk Crumrine reminded the council that the council approved the increase from the RNR that was calculated by the county and with the increase in

the assessed valuation; taxes levied by the city did increase, but that was a result of the 2023 budget and this hearing is for the 2022 budget amendment. There were no others present to discuss the budget amendment.

Motion by Castle, second by Wulf to adopt the 2022 Budget Amendment as presented. Motion carried. Clerk Crumrine passed the budget amended certificate page around for the governing body members present to sign. Hearing was closed.

### **MAYOR, COUNCIL, EMPLOYEES & VISITORS**

**Bill Moses** was present to discuss the progress of the tree trimming. During this discussion, a complaint from Stacy Gage was brought up concerning the cutting down of a tree. Moses explained that the tree was in bad shape and needed cut.

**Mayor Bushong** discussed the toilet at Elmore Park that was damaged and had not been properly installed and suggested that public bathrooms at Elmore Park and Veterans Park be closed during the winter. Discussion followed.

Motion by Castle, second by Wulf to lock up the public restrooms at Elmore and Veterans Parks from December 1<sup>st</sup> to March 15<sup>th</sup>. Motion carried.

It was discussed about having a council float in the Christmas parade and lineup will be at the 1<sup>st</sup> Baptist Church.

**Boyd** showed slides of wood stacked on property on Elm Street and a letter will be written. Boyd also noted that UPS and other delivery companies are speeding down the streets.

**Nading** reported that he had contacted Altec and Terex concerning the repair/replacement of the boom on the small bucket truck. It was estimated that the boom would cost \$5000 and labor would be around that same price. After repairs, the truck should be able to be certified to be put back in service.

**Seaman** discussed a pole in front of Nancy McKibben that is leaning. Feagan reported that the pole has been looked at by ICR and is sound and doesn't need immediate attention.

**Nading** discussed drop downs at the park that aren't in conduit and needs repaired as they have bare wires exposed. Fire Truck #7 has had the turbo and map sensor replaced by Edna Diesel & Auto Repair and needs the valves looked at by 1<sup>st</sup> Due. Discussion followed.

Motion by Nading, second by Seaman to allow Fire Truck #7 to be taken to 1<sup>st</sup> Due to have valves looked at. Motion carried.

**Mayor Bushong** followed up on items from the minutes concerning the registration of the sex offender and Police Chief Feagan stated that the Labette County Sheriff Department handles the registrations of sex offenders. Also questioned if the sand burrs had been cleaned up and they have.

**Clerk Crumrine** noted that Debbie Darnell had given the council the automatic 1% sewer and 5% water rate increases, asked if council wished to implement the new rates.

Motion by Seaman, second by Castle to approve the water and sewer automatic rate increases. Motion carried.

**Clerk Crumrine** asked the council to be considering if additional park benches and picnic tables would be needed, as information had been received on the KDHE waste tire grants

and the application is due January 15, 2023. It was requested for approval to have Zach Lawellin look at the sewer connections as the city complex has a strong sewer gas smell and permission to contact Lawellin was given.

**Interim City Supervisor/Police Chief Feagan** discussed code enforcement and discussed the spreadsheet on the city equipment, has taken old city copier to the police department as the copier there has broken down. It was discussed to start a list of items to be put in a surplus sale. A letter has been written to the owner on the broken window discussed last meeting and an update on the work done by ICR was given.

**Water Plant Supervisor Tyler** updated the council on the KDHE Lead and Copper survey requirements that will need to be completed by October 2024.

#### **OLD BUSINESS FOLLOWUP**

The final draft of the Osage Nation Programmatic Agreement was presented for approval of the mayor signing.

Motion by Castle, second by Wulf to approve the signing of the Osage Nation PA.  
Motion carried.

The letter requesting the cleanup of the burnt house on Maple St. has been signed for and it was reported that it is being scheduled to be cleaned up. The deadline is January 2, 2023 and pending items were briefly discussed.

#### **CMB LICENSE RENEWAL APPLICATIONS**

CMB license renewal applications have been received from River Markets LLC for both consumption on premises and sale in unopened containers; and from Carm N Dales and Rayaan LLC/Jumpstart for sale in unopened containers. License and Stamps fees have been collected and background checks have been done and all have been qualified.

Motion by Castle, second by Wulf to approve the CMB license renewals for all applications. Motion carried.

#### **GRIP FUNDING DISCUSSION**

Clerk Crumrine gave the governing body the slides from the webinar and discussed the different funding opportunities, noting that concept papers are due December 16, 2022 if the city wished to be included in the first round of funding for the grant.

#### **EXECUTIVE SESSION**

Motion by Castle, second by Wulf to enter into executive session to discuss non-elected personnel with the mayor, council and legal counsel present for a period of 10 minutes with the session ending at 9:00 p.m. Motion carried

Entered: 8:50 p.m. Returned: 9:00 p.m.

Mayor Bushong called the meeting back to order and no action was taken from executive session.

Motion by Seaman, second by Wulf to adjourn. Motion carried. Meeting was adjourned at 9:01 p.m.

Seal

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Mayor

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City Clerk